



**DEFERRED COMPENSATION ADVISORY COMMITTEE**  
**MINUTES**  
**THURSDAY, MARCH 29, 2007**

Chair Pascal Roubineau called the Deferred Compensation Advisory Committee meeting to order at 9:05 a.m. on Thursday, March 29, 2007, City Hall Council Wing, W-120.

**Roll Call**

Pascal Roubineau, Chair	Employees' Representative
Trish Glassey	Employees' Representative
Julia Cooper	Manager's Representative
Peter Jensen, Vice Chair	Manager's Representative
Donna Busse	Management Employees' Representative
Mark Skeen	Firefighter Representative

**Excused Absence**

Jeff Ricketts	Police Representative
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**Also Present**

Stephanie Padilla	Deferred Compensation, Staff
David DeLong	Human Resources, Acting Benefits Manager
Susan Devencenzi	Attorney
Bill Tugaw	Consultant, SST Benefits
Adora Gailo	Finance, Accounting
Gary Bozin	ING
Bruce DeMers	Police & Fire Retirees
Eddie Medak	Willis
John Grotts	Willis

**APPROVAL OF MINUTES**

1. January 25, 2007

**M.S.C** (Jensen/Glassey) to approve the minutes.

**OLD BUSINESS**

2. Deferred Compensation Financial Report for 2<sup>nd</sup> Quarter FY 05-06, 10/01/06 through 12/31/06

Report presented by Adora Gailo.

**M.S.C** (Jensen/Glassey) to accept the report.

3. Staff Approved Hardship Withdrawal Report

Report presented by Dave DeLong.

**M.S.C** (Jensen/Glassey) to accept the report.

4. ING Calendar Year 2006 Report

Report presented by Gary Bozin. Discussion regarding the posting of ING annual reports on ING websites and union websites.

**NEW BUSINESS**

5. Approve the Purchase of Fiduciary Liability Insurance for the Period April 11, 2007 – April 10, 2008.

Connie Aparicio-Yañez summarized the approval request memo.

**M.S.C.** (Glassey/Jensen) to approve this item.

6. Adoption of a Resolution for Establishing Unforeseen Emergency Withdrawal Procedures

Draft resolution presented by Susan Devencenzi. Committee direction to add 1) a provision to require ING to provide participants with the reason for denying requests for Unforeseen Emergency Withdrawals; 2) a provision requiring the participant to provide all requested/additional information to ING following a denial and before appealing to the DCAC.

**M.S.C.** (Jensen/Glassey) to approving the procedure subject to the edits discussed.

7. Report on Loan Provision Presentation to the City Labor Alliance on March 28, 2007

Dave DeLong delivered an oral report summarizing the CLA meeting presentation with comments by Trish Glassey.

**SUBCOMMITTEE REPORTS/RECOMMENDATIONS**

8. Legislative Activities

Bill Tugaw reported that technical corrections legislation has just been submitted for the Pension Protection Act. Details may be available for April 2007 meeting.

9. Ad-hoc Subcommittee for the DCAC Retreat

Report moved up in the agenda to follow Item 4. Bill Tugaw presented an executive summary on the 2006 Investment Review provided by SST Benefits Consulting.

Subcommittee Members: Donna Busse, Julia Cooper and Jeff Ricketts

**M.S.C.** (Jensen/Glassey) to accept the report.

**INFORMATIONAL ITEMS**

10. ING Service Log for January and February 2007

Gary Bozin presented the reports. Request was made to include in the reports the number of ING visits and number of participants accessing ING representatives by visit location. Also, Committee discussed identifying new enrollments by existing vs. new employees. Interest expressed in developing measures within the New Employee Orientation meeting to reach out to newly eligible employees.

11. Next Meeting: April 26, 2007 City Hall Tower, T-1446, 9:00 a.m.

**PUBLIC COMMENTS**

**UNFORESEEABLE EMERGENCY WITHDRAWAL**

12. None

**MEETING ADJOURNED**

**M.S.C.** (Jensen/Glassey) to adjourn the meeting at 10:15 a.m.

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Pascal Roubineau, Chair  
Deferred Compensation Committee

ATTEST:

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David DeLong, Staff  
Deferred Compensation